

## **Gower Street United Church**

**Position Title: Pastoral Care Coordinator** (part-time: 12 hours per week)

**Summary Statement:** This position will play a key role in the congregation's pastoral care program by coordinating and supporting the lay volunteers, and also by directly providing pastoral care.

### **Work to be done, in order of priority:**

- help recruit and train volunteers and otherwise support a lay pastoral care program
- collaborate closely with others involved in pastoral care, especially the Minister and the Pastoral Care Committee
- provide pastoral care in conjunction with the Minister for members and adherents, and offer referrals when appropriate.

### **Accountability and support**

This position is expected to be self-sufficient in terms of scheduling and administration. The Minister will supervise and guide the planning and goal-setting for this position. M&P Committee will conduct an annual review, based on input from the Minister, the congregation and committees.

### **Desired skills and qualifications**

- training and experience in pastoral care and the work of pastoral care teams
- skilled at relating to a wide range of people, and a wide range of life stages and experiences
- understanding and appreciation of teachings and ethos of United Church of Canada
- able to travel within the St. John's area, and flexibility in scheduling working hours

### **Terms of the position**

This is a part-time contract position of 12 hours per week with a salary range in accordance with United Church of Canada guidelines. This position will participate in some worship services and meetings as required. Flexible hours, including evenings and weekends are required, and working schedules will be negotiated in consultation with the Minister and M&P.

If interested in this position please contact Lorne LeDrew at [lorneledrew@hotmail.com](mailto:lorneledrew@hotmail.com) or Rev. Marion Davis at [mariondavis683@gmail.com](mailto:mariondavis683@gmail.com)

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